Vocational Education and Training

Certificate I in Skills for Vocational Pathways
FSK 10219

Handbook

real skills for
real careers

Student Guide

SETON COLLEGE

Vocational Education and Training

Vocational Education and Training (VET) is designed to provide pathways for students from secondary education to employment or further education and training

Students have the opportunity to study vocational education programs which contributes both to the Queensland Certificate of Education (QCE) and to a nationally recognised qualification.

Why VET?

VOCATIONAL EDUCATION AND TRAINING can.....
- Open doors to an increasing range of careers, work and further learning pathways;
- Be a dynamic, launching pad for your career;
- Provide a range of training and employment pathways, and
- Be an exciting way to learn

PATHWAYS
Further training pathways from this qualification include, but are not limited to:

- Certificate II Courses

Content

Certificate I in Skills for Vocational Pathways FSK 10219

COURSE OVERVIEW

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways

It is suitable for individuals who require:
- a pathway to employment or vocational training
- reading, writing, numeracy, oral communication and learning skills
- entry level digital literacy and employability skills
- a vocational training and employment plan

This program will help students prepare for work and develop essential employability skills and confidence to stand out and thrive in the workplace

ENTRY REQUIREMENTS

There are no formal qualification entry requirements.

Students agree to undertake the following:
- Attend and participate in all training and assessment
- Participate in workplace tasks to employer expectations
- Comply with code of conduct requirements, directions on work, health and safety matters

FEES

There are no additional costs involved in this course

CREDIT FOR QUEENSLAND CERTIFICATE OF EDUCATION (QCE)

Potential 2 Points towards QCE

Correct at time of publication but subject to change

FURTHER INFORMATION:

https://training.gov.au/Training/Details/FSK10219

Qualification

Seton College will be the Registered Training Organisation for this course. The course will be delivered as a stand-alone VET certificate course delivered by qualified teachers at the school.

The course has been developed to be delivered over two semesters, commencing in Year 10. Students are required to complete 1 core units and 10 elective units.

National Code	Unit of Competency Title	Core/ Elective
FSKLRG008	Use simple strategies for work-related learning	Core
FSKLRG003	Use short and simple strategies for career planning	Elective
FSKNUM004	Use basic and familiar metric measurements for work	Elective
FSKNUM008	Use whole numbers and simple fractions, decimals and percentages for work	Elective
FSKDIG001	Use digital technology for short and basic workplace tasks	Elective
FSKOCM003	Participate in familiar spoken interactions at work	Elective
FSKRDG002	Read and respond to short and simple workplace signs and symbols	Elective
FSKRDG004	Read and respond to short and simple workplace information	Elective
FSKWTG003	Write short and simple workplace information	Elective
SIRXWHS001	Work safely	Elective
SIRXCOM001	Communicate in the workplace to support team and customer outcomes	Elective

Delivery and Assessment

Program Duration
Course will be delivered over 1 year via 3 x 46 min lessons per week.

Mode of Delivery
A range of delivery modes will be used during the teaching and learning of this qualification. These include:
- face-to-face instruction
- work-based learning (simulated—College Uniform Shop)
- guided learning
- online training

Assessment
Competency based means the consistent application of knowledge and skill to the standard of performance required in the workplace. It embodies the ability to transfer and apply skills and knowledge to new situations and environments.

Assessment will consist of
- Observations — observation of workplace activities
- Questioning — oral, written
- Supplementary Evidence — work experience logbook, supervisor reports, employer references

Students will sign an assessment agreement prior to completing assessment in each module/project. A student's email address provides the same acknowledgement as a written signature.

Work Placement
Although not mandatory, students will undertake work experience through the work experience program during term 4 (1 day per week).

Certification

RTO Obligation

The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

Students who are deemed competent in all 11 units of competency will be awarded a *Qualification and a record of results*.

Students who achieve at least one unit of competency (but not the full qualification) will receive a *Statement of Attainment*.

USI Numbers

The school RTO will not issue an AQF certificate, record of results or Statement of Attainment to a student without having a verified USI for that individual.

Credit Arrangements

Credit Transfer relates to recognition of any unit of competency or module a student has successfully completed at any Registered Training Organisation (RTO).

If a student has a statement of attainment for a unit of competency and it has the same code as a unit of competency making up this program, the student may make a claim for a credit transfer.

Recognition of Prior Learning (RPL)

RPL is an assessment process that involves assessment of an individual's relevant prior learning (including formal, informal and non-formal learning) to determine the credit outcomes of an individual application for credit.

Further Information

For further information please contact:

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